

# CITY OF TUALATIN

## Classification Description

**Job Title:** Utility Technician II  
**Department:** Operations  
**Reports To:** Operations Supervisor  
**FLSA Status:** Non-Exempt

**SUMMARY:** Performs a variety of manual and semi-skilled tasks in general construction and maintenance of the City's street, sewer, storm drain and water facilities; performs related work as required. Work may be performed individually after the routine is learned. Required to carry a pager.

**SUPERVISION:** Supervision of other employees is not generally a responsibility of this position. Acts as a Crew Leader and directs the work activities of employees in specific assignments.

**COMPETENCY:** To perform the job successfully, an individual should demonstrate the following competencies:

Customer Service - Responds promptly to customer needs; Responds to requests for service and assistance.

Professionalism - Approaches others in a tactful manner.

Organizational Support - Follows policies and procedures.

Planning/Organizing - Prioritizes and plans work activities; Uses time efficiently.

Quality - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality; Looks for ways to improve and promote quality..

Quantity - Completes work in timely manner.

Safety and Security - Observes safety and security procedures; Determines appropriate action beyond guidelines; Reports potentially unsafe conditions; Uses equipment and materials properly.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

As a member of a crew, or individually, performs any of the following tasks: assists in laying and joining sewer and water pipelines; installs fittings, valves, and fire hydrants; taps and repairs water lines; installs and repairs water meters; opens, flushes, patches, lays, and cleans sewer lines, builds and cleans utility holes, catch basins, and other drainage facilities.

Reads, registers and records information from water meters; observes and reports meter leaks, damaged meters, broken boxes, main leaks and hazardous conditions.

As a member of a crew, or individually, participates in road repair, setting forms for curbs and gutters, unloading and spreading street surfacing materials, and related tasks.

Operates equipment such as a high-velocity sewer cleaner, backhoe, dump truck, loader, bulldozer, etc., as required.

Performs manual labor such as digging ditches, installing and maintaining street signs, removing obstacles and debris from roadway and adjacent areas, and hand-loading and unloading all types of materials.

Inspects water booster and sewer lift stations to see if stations are functioning properly, cleans and performs routine maintenance.

Contacts homeowners and other affected parties regarding service shutdowns, changes in service and other situations which may affect them.

Performs routine maintenance and preventive maintenance tasks on City vehicles and equipment.

Repair and maintain SCADA system. Remote transmitting units.

Maintenance and repair on all control valves in water system.

Drives to job sites, city facilities, vendors, training programs, and local and regional meetings as necessary.

**QUALIFICATIONS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Language Skills:** Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.

**Computer Skills:** Basic computer skills. Ability to operate SCADA system.

**Certificates, Licenses, Registrations:** Possession of, or the ability to secure the possession of within six months, a valid Oregon Commercial Driver's License. Specific assignments may require possession of, or the ability to secure, state certification for performing assigned duties.

**Technical Skills and Abilities:** Requires general knowledge of the rules of safe operation of equipment and the precautions to be taken in order to avoid accidents. General knowledge of the appropriate tools, equipment, methods, materials and procedures used in maintenance or construction work. Knowledge of backflow. Skill in the effective and safe operation of the particular types of equipment or tools assigned.

Ability to follow oral and written instruction and to provide direction to others. Ability to perform strenuous, manual tasks and to withstand exposure to variable weather conditions. Ability to establish and maintain effective working relationships with other employees and the general public. Ability to perform tasks in a safe and efficient manner and to instruct others in safe work procedures.

**EDUCATION and/or EXPERIENCE:** Two years of experience in general maintenance and construction work including operation of heavy equipment and sufficient education to ensure the ability to read and write.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT:** The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance and stoop, kneel, crouch, or crawl. The employee is occasionally required to taste or smell. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

While performing the duties of this Job, the employee is regularly exposed to moving mechanical parts; fumes or airborne particles and outside weather conditions. The employee is frequently exposed to wet and/or humid conditions; toxic or caustic chemicals and risk of electrical shock. The employee is occasionally exposed to high, precarious places; extreme cold; extreme heat and vibration. The noise level in the work environment is usually loud.